

**Seneca Falls Library Board of Trustees**  
**Meeting Minutes**

March 21, 2022 – 5:30 PM

Present: Marty Toombs, Susan Sinicropi, Dan Emmo, Bob Kernan, Marcy Neumire, Laurie Lorenzetti, Deb Jones, Cindy Ody-Ortego and Maggie Carson.

Present via Zoom video conferencing: Marie Leo and Pat Novak

Absent: Mari Sandroni, Chetta Brown and Vince Sinicropi

Staff: Jenny Burnett and Lori Stoudt

- 1.) Public Comment / Correspondence / Guests – No public present
- 2.) Review of potential conflicts of interest – none
- 3.) Reports to the Board
  - a.) President’s Report
    - i.) The open meetings law waiver has been extended but will be expired before the next meeting.
    - ii.) The Hero Act has lapsed
    - iii.) State funding of libraries - The NYS House budgets came out. \$45M has been proposed to make available to libraries. SFL may consider submitting for construction grant funding if passed.
    - iv.) Annual Meeting - Two board members’ terms will be up in June: Deb Jones (who has hit her term limit) and Laurie Lorenzetti. There is no need to seek additional board members, but if anyone wants to suggest a candidate then let Marty know.
  - b.) Treasurer’s Report
    - i.) See February 2022 financial reports
    - ii.) See Request for Proposals for Investment Advisor documents
  - c.) Director’s Report
    - i.) See March 2022 Library Director Report
    - ii.) See 2021 Annual Report

Motion to approve the (community) 2021 Annual Report. Sue Sinicropi moves. Laurie Lorenzetti seconded. All in favor. Motion passed.
- iii.) The plaque makers have responded to the request to create a plaque for the Withers Family. Estimated cost is \$300. Proofs will be sent.
- iv.) Delavan Grant was submitted today. Expected response in April or May.
- v.) FLLS Outreach Mini Grant will go out this week. SFL is seeking funds to create six Life Skills boxes.

4.) Committee Reports

a) Buildings and Grounds

- i) See Building and Grounds Report, March 21, 2022
- ii.) Motion to contract with Finger Lakes Waterproofing to address window seal issues on the east and west side of the building which has been quoted at \$6,450. Dan Emmo moves. Maggie Carson seconds. All in favor. Motion passed.
- iii.) Bathroom Renovation - An architect must be contracted to start the project. SFL would pursue a state construction grant but the grantees will not be announced until May/June 2023. The earliest the project could begin is August 2023.

Motion to have Beardsley Design Associates (architect) create a design proposal for the bathroom renovation at a cost of \$14,000. Dan Emmo moves. Bob Kernan seconds. All those in favor. Motion passed.

b) Policy and Ethics

- i.) See Library Materials Challenge Policy AND Request for Consideration of Library Material form

Motion to accept the Library Materials Challenge Policy and Request for Consideration of Library Materials form. Deb Jones moves. Cindy Ody-Ortego seconds. All in favor. Motion passed.

- ii.) See Adventure Pass Checkout Policy

Motion to accept the Adventure Pass Checkout Policy. Cindy Ody-Ortego moves. Sue Sinicropi seconds. All in favor. Motion passed.

c) Strategic Planning / Finance - no report

d) Audit - no report

e) Personnel

- i.) The Personnel Committee has met. A revised Employee Policy Manual will be emailed to all board members. A vote on the policy will take place in April.

f) Fundraising - no report

5.) Motion to approve committee reports. Laurie Lorenzetti moved. Marcy Neumire seconded. All approve. Motion passed.

6.) Approval of minutes of February 2022 board meeting. Bob Kernan moved. Sue Sinicropi seconded. All approve. Motion passed.

Next meeting: April 18, 2022 at 5:30 PM.